



MINUTES
Airport Advisory Commission
February 26, 2014

COMMISSIONERS PRESENT: Dr. Chris Thornton - Chairman
Steven Janitell
Tom Hayden
Randy Courduff
Dave Elliott
Mark Baker

COMMISSIONERS ABSENT: Andrew Biancur – Vice Chairman

NON-VOTING MEMBERS PRESENT: Rob MacDonald - Pikes Peak Area Council of Governments
John Maier – Alternate Commissioner
Jason Harris – Alternate Commissioner
Peggy Littleton - El Paso County Commissioner

NON-VOTING MEMBERS ABSENT: Rob MacDonald

CITY STAFF PRESENT: Dan Gallagher – Interim Direction of Aviation
Neil Ralston - Interim Assistant Director of Aviation, P&D
Lindsay Rose – City Attorney
John McGinley – Assistant Director of Aviation, O&M
June Eveland – Accounting Manager
Jane Acosta – Administrative Technician

GUESTS PRESENT: Patsy Buchwald – The Paradies Shops
Russ Moran – The Paradies Shops
Wayne Heilman – The Gazette

The next meeting is Wednesday March 26, 2014

I. APPROVAL OF THE January 22, 2014 MINUTES

Commissioner Courduff motions to approve the December 18, 2013 Airport Advisory Commission minutes; Commissioner Elliott 2nds, there were no corrections/suggestions, unanimously approved.

II. INTRODUCTION OF GUESTS

Patsy Buchwald – The Paradies Shops
Russ Moran – The Paradies Shops
Wayne Heilman – The Gazette

III. PUBLIC COMMENT

None

IV. NEW BUSINESS

A. Land Use Review (presented by Neil Ralston)

- Item #1 – AR-PUD 14-00028, AR FP 1400029, AR FP 14-00030, AR FP 14-00031
- Item #2 – CPC FP 14-00015, CPC PUD 14-00014, CPC PUZ 14-00013
- Item #3 – CPC CP 14-00012, CPC ZC 14-00011, CPC A 14-00010
- Item #4 – AR FP 14-00052
- Item #5 – CS-14-001, P-14-002
- Item #6 – SF-14-001

Airport staff reviewed six land use items in February. Items 1, 2, 3 and 4 are in the City of Colorado Springs, Items 5 and 6 are in El Paso County.

Airport staff recommended no objection to all Items.

Commissioner Courduff motions to state no objection to Items 1-6, Commissioner Courduff 2nds the motion, there were no corrections/suggestions, unanimously approved.

Item #5 from October 2013 meeting is still tabled.

Item #6 from June 2013

V. STAFF REPORTS

A. Finance and Administration

Finance Report: December 2013- June Eveland

Earned revenue for December is 8.7% under budget. For year-to-date, earned revenue is 10.6% under budget.

Expenditures for December are 12.8% under budget. For year-to-date, expenditures are 12.8% under budget.

- In part, expenses are down due to eliminating positions. We are down to 95 positions from 121 a year ago.
 - o The Airport saw a \$1.5million savings in personnel for 2014
- Utilities are down significantly.

- Implementing xeriscaping as well as LED lighting programs have significantly lowered costs.
- The new baggage handling system (CBIS) is much more efficient than the older systems.
 - We've been able to use our own staff to manage the system which has helped tremendously with costs.

Traffic Report: December 2013- Neil Ralston

Year-to-date, enplanements are down 21% over 2012 levels.

For the month of December, enplanements are down 22% compared to 2012.

A summary of passenger enplanements, seats and load factors for each airline was provided. *Note: all monthly Traffic Reports are available at www.flyCOS.com.*

B. Operations and Maintenance – John McGinley

- We will participate in a Full Scale Exercise on May 8th. The Office of Emergency Management will run the exercise this year which will be the largest non-military exercise for the state. A total of 26 agencies will be involved including area hospitals.
- This has been a tough year for snow. We've had 11 snow events since January using 177 staffing hours, 230 hours on our equipment and we've spent the entire budget on Potassium Acetate.
- The Air Show is scheduled for August 8th and 9th. It will be strictly WWII Aviation.
- We have the FAA permission to go forward with the Pikes Peak Revolution which is in conjunction with the Pikes Peak Hill Climb.

C. Planning and Development – Neil Ralston

Design and Planning Phase Projects:

- West Side Reinvestment –
 - The remaining project element is to pave a connector from Old Drennan Road to the A/DACG apron.
 - This element was originally scoped in the East VSR project, but removed due to funding constraints. As it turns out, we have some remaining funding to complete this work. However, the proposal we received from the Contractor exceeds remaining funds. We are investigating an opportunity to incorporate this work into the upcoming TWY EGH PhV project as a change order.
- Rehab of Twy E, G, H – Design
 - 100% design drawings are scheduled to be completed in early March.
 - The design has been modified to include re-striping of the west runway (17R/35L).
 - Still anticipate having bids in hand during the first week of April.
- Rehab of Twy E,G,H – Construction
 - Based on the 90% design schedule, we still anticipate that this project will start in late May.
 - The project has been re-phased to incorporate west runway marking removal and re-striping.
 - The first phase will now be to remove and re-stripe the west runway (RW 17R/35L) paint markings. This will require the runway to be closed for approximately 3 ½ weeks starting in late May through mid-June. Although the runway will be closed, aircraft crossings will be accommodated.
 - The second phase will remain as reconstruction of a portion of TWY E and TWY E5; the east runway will remain open, but in a back-taxi configuration. This phase is anticipated to last for 110 calendar days.

- The third phase will be to remove and re-stripe the east runway (RW 17L/35R) paint markings. This will require the runway to be closed for approximately 3 weeks from late September through mid-October.
 - Anticipate construction completion in mid October.
- Twy A – Partial Rehab
 - Design services are anticipated to begin in mid-March, subsequent to execution of the grant award from CDOT.
 - The preliminary schedule calls for construction to begin in early August and continue through mid-November.
 - We anticipate that a detailed phasing program will need to be developed in order to accommodate operational needs of our west-side tenants
- ETU Offices for TSA
 - The 100% design package was submitted to Airport and TSA for final review on February 11th.
 - The 100% construction document package is scheduled to be completed in early March. We intend to issue a Request for Proposals (RFP) for a Best Value procurement solicitation.
 - Construction is anticipated to begin in mid-May with TSA moving in by early August.
- Marketing
 - The Seabury team made a final recommendations presentation to Airport and City staff on Friday, January 31st.
 - Seabury's presentation included "proof-of-concept" creative materials (i.e., sample print ads, banner ads, social media ads, and a press release).
 - Actual execution of the marketing program will be managed by the City Communications office
 - We are also expanding our cooperative marketing program with the Convention and Visitor's Bureau (CVB) to target inbound travelers

D. Director's Report – Dan Gallagher

- We are going forward with the Premier Lounge. We met with incumbent carriers back in the summer and they made it clear that their business travelers are a priority.
 - Currently the art is in Gate 6 but it will move to the public area in baggage claim
 - We'll box in the area for the Premier Lounge

VI. OTHER BUSINESS

Lindsay researched the calling into meetings issue discussed at the last AAC meeting. If you attend a meeting you are required to vote and if you are on the phone, you cannot vote. An audio recording can be sent so the meeting can be listened to, but you cannot call in.

VII. COMMISSIONERS' COMMENTS

None

VIII. CHAIRMAN'S COMMENTS

None

IX. ADJOURNMENT

- Chairman Thornton motions to adjourn, Commissioner Elliot 2nds, no discussion, approved unanimously.